

ADDENDUM NO. 3

**ITB-CDBG-15-03 - Rehabilitation of Three Homes
66 Westbrook Lane, 82 Piedmont Drive, 54 Bellaire Drive**

ISSUE DATE: **June 8, 2015**
BID DATE: **June 12, 2015 @ 2:00pm**
SUBJECT: **Revised SOW/Bid Forms**

INTENT: This addendum is issued prior to the date bids are due in order to incorporate the following clarifications, additions, omissions, deletions, or changes into the Contract Documents.

Except as hereinafter specified, the work shall be in accordance with the drawings and specifications.

If applicable, Bidders are to use the changed quantities of the items listed in this addendum in their proposals, and it shall become a part of the Contract Documents when construction is executed.

1. **Please note:** The SOW/Bid Forms for all three houses have been revised following questions asked at the walk-through of the homes. The changes are as follows:

66 Westbrook (Leandro):

- Line item 1b. Electrical Network Inspection (Removed)
- Line item 2a. Roof Covering (ASTM felt reduced from 2 layers to 1)
- Line item 3b. Interior Flooring (Removed)

82 Piedmont (Lerch):

- Line item 2b. Gutters (Removed)
- Line item 2c. Exterior Door (Removed)

54 Bellaire (Kohl):

- Line item 1c. (Newly added)
- Line item 2a. (A forth clarification note was added).
- Line item 2b. Exterior Door (Removed)
- Line item 5a. Pool Enclosure Screening (Removed)

Please use the revised SOW/Bid Forms (included in this addendum) when submitting your bid.

Acknowledgment:

Signature and Date

Printed Name and Title

Company Name

END OF ADDENDUM NO. 3
*Fifteen (15) pages to follow.

**THE CITY OF PALM COAST
CDBG HOUSING REHABILITATION PROGRAM
WORK WRITE-UP/BID FORM-Amended**

OWNER: Rhonda Leandro

ADDRESS: 66 Westbrook Lane Palm Coast, FL 32164

PHONE #: 386-283-6593

DATE: June 12, 2015

Home Built in 1990.

- Lead Base Paint Actions **Do Not** Apply:
- ACM Actions **Do Not** Apply:
- Mold Actions **Do Not** Apply

Take Notice of any attachment pertaining to any Regulated Asbestos Containing Material (RACM), Lead Based Paint (LBP) or Mold and follow all recommended actions for remediation, prevention and/or Disposal. If there are not attachments pertaining to RACM, LBP, or Mold it is reasonable to assume that no actions are required.

Note	System	Description of Work	Location	Price	Contractor Initials
A.	REHABILITATION	Special attention should be directed to the attached reports regarding Lead Base Paint , Asbestos, and/or Mold. Any recommendations included in the reports regarding such material shall become part of the Work.	Unit	N/A	
B.	SITework	Rehabilitation of unit shall include: 1. Re- connects all existing TV, Satellite connections, & Phone Jacks. Install 911 addressing as required. 2. Disconnect and re-connect to community water/sewer systems if required by code or specification within this document. 3. Demolition and safe, legal, disposal of all materials, removal of all construction and replacement debris. 4. Disconnect and re-connect existing system or to community water/sewer systems (where applicable).	All	INCLUDED IN BID	

THIS PAGE MUST BE INCLUDED WITH THE BID FOR IT TO BE VALID

All work to be performed in a workmanlike manner, in accordance with the CDBG Program Specifications as listed in this Scope of Work, Florida Building Code, and manufacturer's specifications. The contractor shall be responsible for the repairs and/or reinstallation of materials/equipment/fixtures damaged or removed due to any work item contained herein. Contractors shall properly dispose of all fixtures, materials and other items removed from the dwelling unless otherwise specified herein. Bid will be accepted on the **TOTAL BID** submitted, and all items must be cost itemized in the space provided or the bid will be rejected.

This house may or may not require the homeowner to vacate the premises during the construction period. In the case of the CDBG program unit will be vacant and shall remain so for the duration of the rehabilitation and construction process.

This document may not be altered in any manner. The scope of work set forth in this document may not be changed without the written consent of Guardian CRM, Inc. under direct authorization from the City of Palm Coast and/or its official representatives.

I hereby certify that I am licensed by the State of Florida, Department of Business and Professional Regulation, and that I am eligible to participate in the CDBG Housing rehab Program. I also agree that change orders above the original contract amount shall only be paid for with CDBG funds to correct documented code violations or to meet Section 8 Housing Quality Standards. Change orders must be approved by the homeowner or his/her representative, the contractor, and local government prior to any initiation of work based on that change order.

Contractor's Name (Print Name): _____ **Contractor's Signature:** _____

Contractor's Address: _____

Contractor's Phone Number: _____ **Contractor's Email:** _____

Company Name: _____

EXHIBIT "A" - SCOPE OF WORK

(Work Listed Below)

NOTICE TO BIDDING GENERAL CONTRACTORS

- 1) All bids to include the repair/repaint to match existing, all damaged (plaster, stucco, Tile, or any other material), walls, ceilings, ECT... affected by construction.
 - 2) All bids are subject to "or equal" in quality and/or value line item substitutions. Or equal substitutions where the line item is not being changed can be approved by the Inspector or housing coordinator verbally. Where line items are being altered the "or equal" substitution must be documented in writing.
 - 3) No work shall begin until all permits are pulled and submitted to the City. Starting work prior to obtaining permits will result in a 1 round suspension, and second violation will result in a full year program suspension, and third violation will lead to suspension not to exceed 3 years.
 - 4) A list of all subcontractors must be submitted with this bid. The subcontractor list must be amended if or when it changes during the progress on of any housing rehab activities.
- Failure to provide any required notifications will result in a violation of the terms and conditions of the SOW and Work Rehabilitation Contract and a loss of payment on the substituted product if it is not replaced with the SOW specified product. Approval will NOT be granted under any circumstance on or after the fact basis.

NOTE: Signature required for acknowledgment of Notice to Bidding General Contractors.

Printed Name _____

Signature _____

Date _____

1. General Construction and Operational:

1a. General Construction and Operational:

- o To include all applicable Plans, Fees, and Permitting _____ \$ _____

2. Exterior Rehabilitation:

2a. Roof Covering

INTRO: All roofing work shall be completed by a legal and appropriately licensed roofing firm. At the conclusion of any work the roofing company must provide an affidavit stating that the work was completed to all specification and/or code requirements and provide notice that the units roofing system is in safe and code compliant working order. The Contractor understands that failure to provide this affidavit may result in nonpayment of this item and agrees that the owner, the City, and any of its agents will not be held liable due to contractor negligence in providing all required documentation needed for payment.

- Removing all existing roofing shingles and covering **(primary unit/garage)** including all deteriorated material: Install one (1) layers of ASTM 30lb felt paper, and new, 30 year asphalt, dimensional, architectural, fungi resistant, self sealing shingles. Replace sheathing and/or decking, and rafter/trusses top chords (15%) or as required, any percentage above fifteen (15) will require an approved additional material change order. Replace all vents with code compliant products and material per the shingle manufacturer's specifications over all roof ridge(s).

Connect roof sheathing to the roof framing with eight-penny weight ring shank nails in accordance with code compliant spacing. Use wood adhesive underneath the sheathing along the connecting joint with the roof trusses where applicable. Installation to include new 2"x 2" metal drip edge (with 1/4inch offset from fascia) and flashing shall be installed throughout the entire roof system.

One 36" layer of self adhering modified underlayment shall be placed above flashing in all valleys. The entire new roof system shall conform to building code of jurisdiction Homeowner must be given a minimum of three color/style selection choices; **No**

fasteners shall penetrate into the fascia or 1x2 wood drip edge nailer ;(5 year warranty required). (Recommended Product: Tamko Algae resistant or equal in value and quality)

Note 1: Roof covering repairs shall include the inspection and proper sealing of all existing skylight (approx 4 units).

Note 2: Where existing gutters are required to be removed to allow for roofing replacement, the condition of each section to be removed and reinstalled shall be documented IN WRITING with the homeowner. Reinstallation should meet or exceed the documented operational order as applicable.

Note 3: This SOW does not include any work for Fascia and/or Soffit. Any work required for these components shall be documented with an inspection report and list any repairs/replacement material, and labor costs required to repair/replace the deteriorated or improper items; If approved the items will be addressed via change order.

Note 4: Owner shall have choice of shingle color

- o Roof Repairs (As listed) _____ \$ _____

2b. Windows:

- Remove **21** existing windows (Front-10; Right-2; Rear-7; Left-2). Replace windows with new dual pane, single hung Energy star rated windows with aluminum framed screen. **Bathrooms shall have obscure glass.** Replace existing with marble sill(s). Provide Modifications to openings and electric if necessary to accommodate the new windows. **Windows must be energy star rated for the Southern Region (Florida) of the United States** (Recommended Product: PGT WinGuard or equal in value and quality)

Note 1: The rear window replacement does not include the upper frame window (approx 3 units). These windows are to be checked for proper seal and re-caulked if and where required.

Note 2: Contractor shall submit all product approvals, stamped by the Building Department of jurisdiction, with this Project's close-out package.

Note 3: Patch holes and touch up the paint patches and discolored finish resulting from the removal of existing window(s) to match existing as close as possible. Inspector shall be responsible for determining if the touch-up paint matches as close as possible. ALL PARTIES there is a high probability that there will be a slight to moderate difference in the color of the touch up paint versus the existing paint. This is common where existing surfaces are being

Note 4: All window installation shall include any required drywall repairs due to moisture damage and any damaged caused by window installation. Repairs shall be painted in accordance with the existing color scheme and finish.

Note 5: Any existing window, shutters, shade awnings or security bars that interfere with the installation of windows, shall be inspected for material and component condition, and tested for working or operational condition. The condition and operational status of each shall be recorded and presented to the owner for signature and to the inspector for records purposes.

All removed shutters, awnings or security bars shall be stored in an owner appointed location on site, and reinstalled (where code allows or a written exception is granted by the City Building department) in their existing footprint and be tested for operational order and be tested, recorded and presented to the owner for signature and to the inspector for records purposes. Any awnings or security bars that do not interfere with window installation shall not be touched.

- o Windows (As listed) _____ \$ _____

2c. Sliding Glass Door:

- Inspect and test the rear sliding glass door (in its entirety) and make all required repairs needed to ensure the proper and intended operational use is achieved. This includes the removal and replacement of all deficient parts, connections, locking mechanisms, etc...

- o Sliding Glass Door (As listed) _____ \$ _____

3. General Interior Rehabilitation

3a. Interior Ceiling: (Dining Room Only)

- Remove all existing water damaged ceiling covering in the dining room (Damaged areas only): Replace the removed covering/material with like material (drywall), including any top trim.

Scrape all remaining popcorn from the dining room ceiling, repair any cracks gaps, or other deficiencies found in the ceiling material, finish to a smooth continuous surface , "Kilz", prime, and repaint the interior dining room ceiling from corner to corner.

Where painting is required the Interior finish should be flat/smooth texture. Apply one (1) coat of acrylic primer/sealer to the affected areas and paint corner to corner with two (2) coat of acrylic finish paint to match existing using zero-low VOC interior paint. Homeowner must be given a minimum of three color choices. (Recommended Paint Product type: Eco Protective Products: Eco Accents 5000 flat or product of equal quality and value)

Note 1: Contractor shall comply with manufacturer recommend time intervals between coats of paint and shall deliver smooth full paint coverage. Roller and brush marks, runs, orange peels, and other defective paint application shall not be accepted.

Note 2: The existing light fixture (if found to be in working order) shall be removed and reinstalled in its original condition: , the condition the removed fixture shall be documented IN WRITING with the homeowner. Reinstallation should meet or exceed the documented operational order as applicable.

- o Interior Ceiling Repair (Dining Room) _____ \$ _____

4. HVAC

4a. HVAC:

- Remove existing and install new minimum 2.5 ton (or as required per energy calcs) 14 SEER split central heating and air conditioning system with electric heat pump (strip sized to accommodate the housing unit's living space). Rheem Prestige Series or approved equal in value and quality.

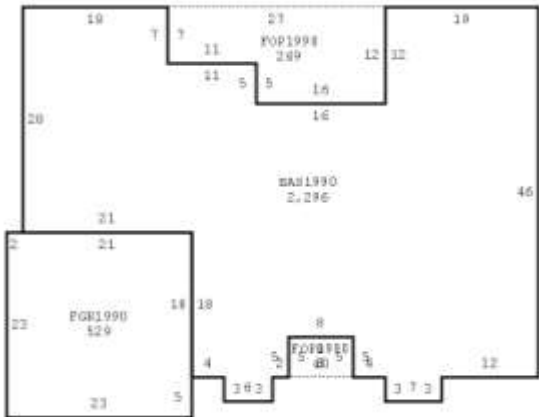
The system is to include service to all habitable rooms, including cleaning all existing ducts/plenums: the complete system shall include : compressor air handler, piping ,Electrical service connects/disconnects, programmable thermostat and all other components necessary for a complete working system; Exterior compressor must be installed (where none exists) on a minimum 3X3 concrete pad and bolted to the pad.

Note 1: Contractor shall provide drawings, energy calculations, and documents as required to perform the scope of work.

- o HVAC All habitable rooms (Approx 1 complete unit) _____ \$ _____

-END SOW-

----- EXISTING DWELLING FOOTPRINT -----



----- EXISTING DWELLING FOOTPRINT -----

TOTAL bid for 66 Westbrook-----> \$ _____

****Special Notes****

Any and all products or services included in this scope of work shall be installed to the manufactures specifications and in compliance with all applicable Health Department, NEC, UPC, and/or Florida Building Codes.

All NOA product numbers can be found at www.miamidade.gov/buildingcode/pc-search_app.asp.

All products with no NOA # number can be found at www.homedepot.com, www.lowes.com, or other retail outlets where such products are sold.

HOMEOWNER SIGNATURE: _____	DATE: _____
CO-OWNER SIGNATURE: _____	DATE: _____

My signature above reflects my understanding and acceptance of the aforementioned scope of work with a total project cost of \$_____. I also understand and accept the possibility that this initial total project cost can change (increase or decrease) if unanticipated labor or materials changes are required for compliance with any applicable building codes or deemed necessary by the Housing Program Manager. Any additional charges (increase or decrease) must be requested by the contractor in writing, submitted to the housing team for review, and must receive written approval from the Housing Program Manager BEFORE the services are to be performed.

CONTRACTOR Printed Name: _____	PHONE: _____
CONTRACTOR Signature: _____	DATE: _____

OFFICIAL USE ONLY

DATE SUBMITTED: _____ DATE ACCEPTED: _____

BID OPENED BY: _____ WITNESSED BY: _____

DATE OPENED: _____ TIME: _____

WORK WRITE-UP PREPARED BY: Antonio Jenkins Date: January 2015

**THE CITY OF PALM COAST
CDBG HOUSING REHABILITATION PROGRAM
WORK WRITE-UP/BID FORM-AMENDED**

OWNER: Joyce Lerch

ADDRESS: 82 Piedmont Dr. Palm Coast, FL 32164

PHONE #: 386-437-2908

DATE: June 12, 2015

Home Built in 1983.

- Lead Base Paint Actions **Do Not** Apply:
- ACM Actions **Do Not** Apply:
- Mold Actions **Do Not** Apply

Take Notice of any attachment pertaining to any Regulated Asbestos Containing Material (RACM), Lead Based Paint (LBP) or Mold and follow all recommended actions for remediation, prevention and/or Disposal. If there are not attachments pertaining to RACM, LBP, or Mold it is reasonable to assume that no actions are required.

Note	System	Description of Work	Location	Price	Contractor Initials
A.	REHABILITATION	Special attention should be directed to the attached reports regarding Lead Base Paint , Asbestos, and/or Mold. Any recommendations included in the reports regarding such material shall become part of the Work.	Unit	N/A	
B.	SITWORK	Rehabilitation of unit shall include: 1. Re- connects all existing TV, Satellite connections, & Phone Jacks. Install 911 addressing as required. 2. Disconnect and re-connect to community water/sewer systems if required by code or specification within this document. 3. Demolition and safe, legal, disposal of all materials, removal of all construction and replacement debris. 4. Disconnect and re-connect existing system or to community water/sewer systems (where applicable).	All	INCLUDED IN BID	

THIS PAGE MUST BE INCLUDED WITH THE BID FOR IT TO BE VALID

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This house may or may not require the homeowner to vacate the premises during the construction period. In the case of the CDBG program unit will be vacant and shall remain so for the duration of the rehabilitation and construction process.

This document may not be altered in any manner. The scope of work set forth in this document may not be changed without the written consent of Guardian CRM, Inc. under direct authorization from the City of Palm Coast and/or its official representatives.

I hereby certify that I am licensed by the State of Florida, Department of Business and Professional Regulation, and that I am eligible to participate in the CDBG Housing rehab Program. I also agree that change orders above the original contract amount shall only be paid for with CDBG funds to correct documented code violations or to meet Section 8 Housing Quality Standards. Change orders must be approved by the homeowner or his/her representative, the contractor, and local government prior to any initiation of work based on that change order.

Contractor's Name (Print Name): _____ **Contractor's Signature:** _____

Contractor's Address: _____

Contractor's Phone Number: _____ **Contractor's Email:** _____

Company Name: _____

EXHIBIT "A" - SCOPE OF WORK

(Work Listed Below)

NOTICE TO BIDDING GENERAL CONTRACTORS

- 1) All bids to include the repair/repaint to match existing, all damaged (plaster, stucco, Tile, or any other material), walls, ceilings, ECT... affected by construction.
 - 2) All bids are subject to "or equal" in quality and/or value line item substitutions. Or equal substitutions where the line item is not being changed can be approved by the Inspector or housing coordinator verbally. Where line items are being altered the "or equal" substitution must be documented in writing.
 - 3) No work shall begin until all permits are pulled and submitted to the City. Starting work prior to obtaining permits will result in a 1 round suspension, and second violation will result in a full year program suspension, and third violation will lead to suspension not to exceed 3 years.
 - 4) A list of all subcontractors must be submitted with this bid. The subcontractor list must be amended if or when it changes during the progress on of any housing rehab activities.
- Failure to provide any required notifications will result in a violation of the terms and conditions of the SOW and Work Rehabilitation Contract and a loss of payment on the substituted product if it is not replaced with the SOW specified product. Approval will NOT be granted under any circumstance on or after the fact basis.

NOTE: Signature required for acknowledgment of Notice to Bidding General Contractors.

Printed Name

Signature

Date

1. General Construction and Operational:

1a. General Construction and Operational:

- o To include all applicable Plans, Fees, and Permitting _____ \$ _____

2. Exterior Rehabilitation:

2a. Roof Covering

INTRO: All roofing work shall be completed by a legal and appropriately licensed roofing firm. At the conclusion of any work the roofing company must provide an affidavit stating that the work was completed to all specification and/or code requirements and provide notice that the units roofing system is in safe and code compliant working order. The Contractor understands that failure to provide this affidavit may result in nonpayment of this item and agrees that the owner, the City, and any of its agents will not be held liable due to contractor negligence in providing all required documentation needed for payment.

- Removing all existing roofing shingles and covering (**primary unit/garage**) including all deteriorated material: Install two (2) layers of ASTM 30lb felt paper, and new, 30 year asphalt, dimensional, architectural, fungi resistant, self sealing shingles. Replace sheathing and/or decking, and rafter/trusses top chords (15%) or as required, any percentage above fifteen (15) will require an approved additional material change order. Replace all vents with code compliant products and material per the shingle manufacturer's specifications over all roof ridge(s).

Connect roof sheathing to the roof framing with eight-penny weight ring shank nails in accordance with code compliant spacing. Use wood adhesive underneath the sheathing along the connecting joint with the roof trusses where applicable. Installation to include new 2"x 2" metal drip edge (with 1/4inch offset from fascia) and flashing shall be installed throughout the entire roof system.

One 36" layer of self adhering modified underlayment shall be placed above flashing in all valleys. The entire new roof system shall conform to building code of jurisdiction Homeowner must be given a minimum of three color/style selection choices; **No fasteners shall penetrate into the fascia or 1x2 wood drip edge nailer** ;(5 year warranty required). (Recommended Product: Tamko Algae resistant or equal in value and quality)

Note 1: Roof covering repairs shall include the inspection and proper sealing of all existing skylight (approx 4 units).

Note 2: Where existing gutters are required to be removed to allow for roofing replacement, the condition of each section to be removed and reinstalled shall be documented IN WRITING with the homeowner. Reinstallation should meet or exceed the documented operational order as applicable.

Note 3: This SOW does not include any work for Fascia and/or Soffit. Any work required for these components shall be documented with an inspection report and list any repairs/replacement material, and labor costs required to repair/replace the deteriorated or improper items; If approved the items will be addressed via change order.

Note 4: Owner shall have choice of shingle color

- Roof Repairs (As listed) _____ \$ _____

2b. Windows:

- Remove **11** existing windows (Front-2; Right-3; Rear-4; Left-2). Replace windows with new dual pane, single hung Energy star rated windows with aluminum framed screen. **Bathrooms shall have obscure glass.** Replace existing with marble sill(s). Provide Modifications to openings and electric if necessary to accommodate the new windows. **Windows must be energy star rated for the Southern Region (Florida) of the United States** (Recommended Product: PGT WinGuard or equal in value and quality)

Note 1: The rear window replacement does not include the 3 units of the rear covered porch. These windows are to be checked for proper seal and re-caulked if and where required.

Note 2: Contractor shall submit all product approvals, stamped by the Building Department of jurisdiction, with this Project's close-out package.

Note 3: Patch holes and touch up the paint patches and discolored finish resulting from the removal of existing window(s) to match existing as close as possible. Inspector shall be responsible for determining if the touch-up paint matches as close as possible. ALL PARTIES there is a high probability that there will be a slight to moderate difference in the color of the touch up paint versus the existing paint. This is common where existing surfaces are being

Note 4: All window installation shall include any required drywall repairs due to moisture damage and any damaged caused by window installation. Repairs shall be painted in accordance with the existing color scheme and finish.

Note 5: Any existing window, shutters, shade awnings or security bars that interfere with the installation of windows, shall be inspected for material and component condition, and tested for working or operational condition. The condition and operational status of each shall be recorded and presented to the owner for signature and to the inspector for records purposes.

All removed shutters, awnings or security bars shall be stored in an owner appointed location on site, and reinstalled (where code allows or a written exception is granted by the City Building department) in their existing footprint and be tested for operational order and be tested, recorded and presented to the owner for signature and to the inspector for records purposes. Any awnings or security bars that do not interfere with window installation shall not be touched.

- Windows (As listed) _____ \$ _____

2c. Garage Door/Opener:

- Remove existing and install (in existing footprint) new Vinyl (2) car garage door, weather stripping, trim, and all required components to manufacturer's specifications. Door shall contain exterior key lock set and be keyed to like. Exact door dimensions to be determined by contracting firm. **Recommended Garage Door Product NOA#-Wayne Dalton or equal in value and quality** ;(Schlage lock set Product: or equal in value and quality)

- Front 2 Car Garage Door (1 complete unit) _____ \$ _____

Note 1: Any repairs, up to including replacement (if required) to the existing garage door framing shall be included in this line item.

Note 2: The existing sliding screen shall be inspected for material and component condition, and tested for working or operational order. The condition and operational status of shall be recorded and presented to the owner for signature and to the inspector for records purposes and reinstalled to the recorded operational order or better.

- Install new, minimum ½ HP, chain drive garage door opening mechanism/system; Installation to include all components and hardware to ensure complete operational order, as well as all sensors, 2 openers, locks, tracks, and overhead lighting, ECT.... Exact garage door opening system dimensions to be determined by contracting firm. (Recommended Product: Chamberlin Products or equal in value and quality)

○ Garage Door Opening System (1 complete unit connected to new door)_ \$

3. General Interior Rehabilitation

3a. Kitchen:

- Remove existing and Install new minimum 30 inch four (4) burner free-standing (Black, or white) electric range with digital display, and self cleaning oven. *Exact range dimensions to be determined by contracting firm and should fit existing opening.* (Recommended Product# GE or equal in value and quality) *Developer to determine color.*

○ Stove (1 unit) _____ \$

3b. Bathroom(s):

- Remove existing and Install a new white, elongated, comfort height/handicapped (18”), maximum 1.6 gallon per flush toilet, including all required (new) hardware and components, valves, seal rings, connectors, to ensure complete installation and operational order in the following locations: Master Bathroom and Bathroom #2: Recommended product: American Standard or equal in quality and value)

○ Toilets (2 units) _____ \$

4. HVAC/Electrical

4a. HVAC:

- Remove existing and install new minimum 2.5 ton (or as required per energy calcs) 14 SEER split central heating and air conditioning system with electric heat pump (strip sized to accommodate the housing unit’s living space). Rheem Prestige Series or approved equal in value and quality.

The system is to include service to all habitable rooms, including cleaning all existing ducts/plenums: the complete system shall include : compressor air handler, piping ,Electrical service connects/disconnects, programmable thermostat and all other components necessary for a complete working system; Exterior compressor must be installed (where none exists) on a minimum 3X3 concrete pad and bolted to the pad.

Note 1: Contractor shall provide drawings, energy calculations, and documents as required to perform the scope of work.

○ HVAC All habitable rooms (Approx 1 complete unit) _____ \$

4b. Smoke Detectors:

- Remove (where existing) and install new, hardwired with battery back-up smoke/C02 detectors in the areas listed; (1 unit each in the Master bedroom, Bedroom #2, Bedroom #3, Bedroom #4, and Bedroom hallway): Installation to include all required circuitry and hardware to meet the most current required applicable fire and electric codes. (Recommended Product: First Alert or equal in value and quality)

○ Living Area/Foyer (5 units) _____ \$

5. Misc

5a. Hot Water Heater:

- Remove existing hot water heater and replace with new, electric, 50 Gallon hot water heater with dual 250 volt, 2500 watt heating elements, water supply valves, and pressure relief valve with 3/4" copper piped to the exterior. Sweat solders the copper fittings to connect the new water heater. Ensure that the new heater is in optimal operating order and is able to service the housing unit in the most efficient manner in accordance with the current code. Installation shall be to manufacturer’s specifications and shall include all required hardware and components. (Recommended Product: Whirlpool or equal in value and quality)

○ Hot Water Heater (1 unit) _____ \$

EXISTING DWELLING FOOTPRINT



EXISTING DWELLING FOOTPRINT

TOTAL bid for 82 Piedmont-----> \$ _____

****Special Notes****

Any and all products or services included in this scope of work shall be installed to the manufactures specifications and in compliance with all applicable Health Department, NEC, UPC, and/or Florida Building Codes.

All NOA product numbers can be found at www.miamidade.gov/buildingcode/pc-search_app.asp.

All products with no NOA # number can be found at www.homedepot.com, www.lowes.com, or other retail outlets where such products are sold.

HOMEOWNER SIGNATURE: _____	DATE: _____
CO-OWNER SIGNATURE: _____	DATE: _____

My signature above reflects my understanding and acceptance of the aforementioned scope of work with a total project cost of \$_____. I also understand and accept the possibility that this initial total project cost can change (increase or decrease) if unanticipated labor or materials changes are required for compliance with any applicable building codes or deemed necessary by the Housing Program Manager. Any additional charges (increase or decrease) must be requested by the contractor in writing, submitted to the housing team for review, and must receive written approval from the Housing Program Manager BEFORE the services are to be performed.

CONTRACTOR Printed Name: _____	PHONE: _____
CONTRACTOR Signature: _____	DATE: _____

OFFICIAL USE ONLY

DATE SUBMITTED: _____ DATE ACCEPTED: _____

BID OPENED BY: _____ WITNESSED BY: _____

DATE OPENED: _____ TIME: _____

WORK WRITE-UP PREPARED BY: Antonio Jenkins Date: January 2015

**THE CITY OF PALM COAST
CDBG HOUSING REHABILITATION PROGRAM
WORK WRITE-UP/BID FORM-AMENDED**

OWNER: Karl Kohl

ADDRESS: 54 Bellaire Dr. Palm Coast, FL 32137

PHONE #: 386-693-6259

DATE: June 12, 2015

Home Built in 1984.

- Lead Base Paint Actions **Do Not** Apply:
- ACM Actions **Do Not** Apply:
- Mold Actions **Do Not** Apply

Take Notice of any attachment pertaining to any Regulated Asbestos Containing Material (RACM), Lead Based Paint (LBP) or Mold and follow all recommended actions for remediation, prevention and/or Disposal. If there are not attachments pertaining to RACM, LBP, or Mold it is reasonable to assume that no actions are required.

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B.	SITework	Rehabilitation of unit shall include: 1. Re- connects all existing TV, Satellite connections, & Phone Jacks. Install 911 addressing as required. 2. Disconnect and re-connect to community water/sewer systems if required by code or specification within this document. 3. Demolition and safe, legal, disposal of all materials, removal of all construction and replacement debris. 4. Disconnect and re-connect existing system or to community water/sewer systems (where applicable).	All	INCLUDED IN BID	

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All work to be performed in a workmanlike manner, in accordance with the CDBG Program Specifications as listed in this Scope of Work, Florida Building Code, and manufacturer's specifications. The contractor shall be responsible for the repairs and/or reinstallation of materials/equipment/fixtures damaged or removed due to any work item contained herein. Contractors shall properly dispose of all fixtures, materials and other items removed from the dwelling unless otherwise specified herein. Bid will be accepted on the **TOTAL BID** submitted, and all items must be cost itemized in the space provided or the bid will be rejected.

This house may or may not require the homeowner to vacate the premises during the construction period. In the case of the CDBG program unit will be vacant and shall remain so for the duration of the rehabilitation and construction process.

This document may not be altered in any manner. The scope of work set forth in this document may not be changed without the written consent of Guardian CRM, Inc. under direct authorization from the City of Palm Coast and/or its official representatives.

I hereby certify that I am licensed by the State of Florida, Department of Business and Professional Regulation, and that I am eligible to participate in the CDBG Housing rehab Program. I also agree that change orders above the original contract amount shall only be paid for with CDBG funds to correct documented code violations or to meet Section 8 Housing Quality Standards. Change orders must be approved by the homeowner or his/her representative, the contractor, and local government prior to any initiation of work based on that change order.

Contractor's Name (Print Name): _____ **Contractor's Signature:** _____

Contractor's Address: _____

Contractor's Phone Number: _____ **Contractor's Email:** _____

Company Name: _____

EXHIBIT "A" - SCOPE OF WORK

(Work Listed Below)

NOTICE TO BIDDING GENERAL CONTRACTORS

- 1) All bids to include the repair/repaint to match existing, all damaged (plaster, stucco, Tile, or any other material), walls, ceilings, ECT... affected by construction.
 - 2) All bids are subject to "or equal" in quality and/or value line item substitutions. Or equal substitutions where the line item is not being changed can be approved by the Inspector or housing coordinator verbally. Where line items are being altered the "or equal" substitution must be documented in writing.
 - 3) No work shall begin until all permits are pulled and submitted to the County. Starting work prior to obtaining permits will result in a 1 round suspension, and second violation will result in a full year program suspension, and third violation will lead to suspension not to exceed 3 years.
 - 4) A list of all subcontractors must be submitted with this bid. The subcontractor list must be amended if or when it changes during the progress on of any housing rehab activities.
- Failure to provide any required notifications will result in a violation of the terms and conditions of the SOW and Work Rehabilitation Contract and a loss of payment on the substituted product if it is not replaced with the SOW specified product. Approval will NOT be granted under any circumstance on or after the fact basis.

NOTE: Signature required for acknowledgment of Notice to Bidding General Contractors.

Printed Name _____

Signature _____

Date _____

1. General Construction and Operational:

1a. General Construction and Operational:

- o To include all applicable Plans, Fees, and Permitting _____ \$ _____

1b. Mold Inspection and report:

INTRO: The mold inspection shall be completed by a legal and appropriately licensed environmental firm. At the conclusion of any work the investigating company must provide an affidavit stating that the work was completed and provide a report including abatement recommendations with detailed remediation plan/scope of work and cost estimate. The Contractor understands that failure to provide this report may result in nonpayment of this item and agrees that the owner, the City, and any of its agents will not be held liable due to contractor negligence in providing all required documentation needed for payment.

- Procure and provide mold site/property inspection. The inspection shall yield a comprehensive results report which shall contain all required abatement recommendations: The Inspection and recommendations to be provided by a licensed/certified environmental firm. *A 3rd party report showing the findings at the time of inspection will be provided to the Housing Program Inspector before any change orders will be granted or payment granted for this item.*

- o Mold Inspection and Report _____ \$ _____

1c. Electrical Service Panel:

- Remove existing electrical service panel (circuits/breakers/). Install new minimum 150 amp electrical service complete with breaker panel box with all circuits labeled and balanced. Panel shall be sufficiently sized to accommodate four (4) additional circuits and installation shall include all required arcs, wiring, connections, and components to ensure compliance with all applicable codes including the NEC: See Attached Photos.

NOTE 1: If applicable the bid shall include the price for replacing mast and weather head if insufficiently sized for new service.

NOTE 2: All electrical work shall be completed by a legal and appropriately licensed electrical firm. At the conclusion of the work the electrical company shall conduct a review of the electrical system and provide an affidavit stating that all work was completed to all specification and/or code requirements and provide notice that the units electrical system is in safe and code compliant working order. Any deficiencies found by the electrical contractor shall be provided to the GC listing any additional repairs needed above what is listed in the SOW. The Contractor understands that failure to provide this affidavit may result in nonpayment of this item and agrees that the owner, the County, and any of its agents will not be held liable due to contractor negligence in providing all required documentation needed for payment.

2. Exterior Rehabilitation:

INTRO: All roofing work shall be completed by a legal and appropriately licensed roofing firm. At the conclusion of any work the roofing company must provide an affidavit stating that the work was completed to all specification and/or code requirements and provide notice that the units roofing system is in safe and code compliant working order. The Contractor understands that failure to provide this affidavit may result in nonpayment of this item and agrees that the owner, the City, and any of its agents will not be held liable due to contractor negligence in providing all required documentation needed for payment.

2a. Roof Covering

- Removing existing roofing shingles including all deteriorated material and replace with new, 30 year asphalt, dimensional, architectural shingles. Replace sheathing and/or decking, and rafter/trusses top chords up to and not to exceed (20%), any replacement above 20% will be addressed via change order with documented back up. Replace all vents with like code compliant products and material. Connect roof sheathing to the roof framing with the required code compliant spacing.. Use wood adhesive underneath the sheathing along the connecting joint with the roof trusses where applicable. Installation to include new 2"x 2" metal drip edge (with 1/4inch offset from fascia) and flashing shall be installed throughout the entire roof system.

One 36" layer of self adhering modified underlayment shall be placed above flashing in all valleys. The entire new roof system shall conform to building code of jurisdiction Homeowner must be given a minimum of three color/style selection choices; **No fasteners shall penetrate into the fascia or 1x2 wood drip edge nailer** ;(5 year warranty required). (Recommended Product: Tamko Algae resistant or equal in value and quality)

- Sloped Roofing- (Shingles, structures) _____ \$ _____

- Remove all existing (where applicable) and install new white vinyl wrapped fungal decay and termite resistant fascia, and hardy soffit material for the entire rear roof span of the dwelling unit. A minimum 6 feet must be maintained between seams, joints, or corners. Installation should include all required components and hardware to ensure proper and correct fit and seal. (Recommended Product: LP SmartSide Trim and Siding)

- Sloped Roofing- (Fascia/Soffit) _____ \$ _____

Note 1: Where existing gutters are required to be removed to allow for roofing replacement, the condition of each section to be removed and reinstalled shall be documented IN WRITING with the homeowner. Reinstallation should meet or exceed the documented operational order as applicable, unless otherwise noted by the owner IN WRITING.

Note 2: Owner shall have choice of shingle color

Note 3: Existing solar panel(s) and connection shall be removed and properly disposed of. They shall not be reconnected.

Note 4: Bid to include any cost for temp removal and replacement of pool enclosure framing so that proper access ccan be gained for installation of all applicable roofing components required by the SOW.

2b. Garage Door/Opener:

- Remove existing and install (in existing footprint) new Vinyl (1) single car garage door, weather stripping, trim, and all required components to manufacturer's specifications. Door shall contain exterior key lock set and be keyed to like. Exact door dimensions to be determined by contracting firm. Recommended Garage Door Product NOA#-Wayne Dalton or equal in value and quality) ;(Schlage lock set Product: or equal in value and quality)

- Front 1 Car Garage Door (1 complete unit) _____ \$ _____

Note 1: Any repairs, up to including replacement (if required) to the existing garage door framing shall be included in this line item.

- Install new, minimum ½ HP, chain drive garage door opening mechanism/system; Installation to include all components and hardware to ensure complete operational order, as well as all sensors, 2 openers, locks, tracks, and overhead lighting, ECT.... Exact garage door opening system dimensions to be determined by contracting firm. (Recommended Product: Chamberlin Products or equal in value and quality)

- Garage Door Opening System (1 complete unit connected to new door)_ \$

3. General Interior Rehabilitation

3a. Interior Ceiling: ((LR, Dining Room, Kitchen, MBR, Master Bath))

- Remove all existing damaged ceiling covering in the following areas: Living Room, Dining Room, Kitchen, Master Bedroom, Master Bathroom (Damaged areas only): Replace the removed covering/material with like material (drywall), including any top trim.

Scrape all remaining popcorn or peeling paint from the aforementioned ceilings, repair any cracks gaps, or other deficiencies found in the ceiling material, finish to a smooth continuous surface , “Kilz”, prime, and repaint the interior dining room ceiling from corner to corner.

Where painting is required the Interior finish should be flat/smooth texture. Apply one (1) coat of acrylic primer/sealer to the affected areas and paint corner to corner with two (2) coat of acrylic finish paint to match existing using zero-low VOC interior paint. Homeowner must be given a minimum of three color choices. (Recommended Paint Product type: Eco Protective Products: Eco Accents 5000 flat or product of equal quality and value)

Note 1: Contractor shall comply with manufacturer recommend time intervals between coats of paint and shall deliver smooth full paint coverage. Roller and brush marks, runs, orange peels, and other defective paint application shall not be accepted.

Note 2: The existing light fixtures (if found to be in working order) shall be removed and reinstalled in its original condition: , the condition the removed fixture shall be documented IN WRITING with the homeowner. Reinstallation should meet or exceed the documented operational order as applicable.

- Interior Ceiling Repair (Listed Rooms) _____ \$

4. HVAC

4a. HVAC:

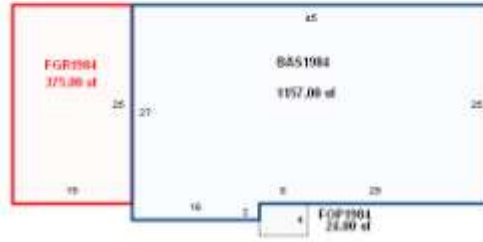
- Remove existing and install new minimum 2.5 ton (or as required per energy calcs) 14 SEER split central heating and air conditioning system with electric heat pump (strip sized to accommodate the housing unit’s living space). Rheem Prestige Series or approved equal in value and quality.

The system is to include service to all habitable rooms, including replacing all existing ducts/plenums: Owens Corning or approved equal), compressor air handler, piping ,Electrical service connects/disconnects, programmable thermostat and all other components necessary for a complete working system; Exterior compressor must be installed on a minimum 3X3 concrete pad and bolted to the pad.

Note 1: Contractor shall provide drawings, energy calculations, and documents as required to perform the scope of work.

- HVAC All habitable rooms (Approx 1 complete unit) _____ \$

-END SOW-



TOTAL bid for 54 Bellaire-----> \$ _____

****Special Notes****

Any and all products or services included in this scope of work shall be installed to the manufactures specifications and in compliance with all applicable Health Department, NEC, UPC, and/or Florida Building Codes.

All NOA product numbers can be found at www.miamidade.gov/buildingcode/pc-search_app.asp.

All products with no NOA # number can be found at www.homedepot.com, www.lowes.com, or other retail outlets where such products are sold.

HOMEOWNER SIGNATURE: _____	DATE: _____
CO-OWNER SIGNATURE: _____	DATE: _____

My signature above reflects my understanding and acceptance of the aforementioned scope of work with a total project cost of \$_____. I also understand and accept the possibility that this initial total project cost can change (increase or decrease) if unanticipated labor or materials changes are required for compliance with any applicable building codes or deemed necessary by the Housing Program Manager. Any additional charges (increase or decrease) must be requested by the contractor in writing, submitted to the housing team for review, and must receive written approval from the Housing Program Manager BEFORE the services are to be performed.

CONTRACTOR Printed Name: _____	PHONE: _____
CONTRACTOR Signature: _____	DATE: _____

OFFICIAL USE ONLY

DATE SUBMITTED: _____ DATE ACCEPTED: _____

BID OPENED BY: _____ WITNESSED BY: _____

DATE OPENED: _____ TIME: _____

WORK WRITE-UP PREPARED BY: Antonio Jenkins Date: January 2015